



Australian Government

AVIO0007 Control access to and exit from a security sensitive area

Release: 1

AVIO0007 Control access to and exit from a security sensitive area

Modification History

Release 1. This is the first release of this unit of competency in the AVI Aviation Training Package.

Application

This unit involves the skills and knowledge required to control access to and exit from, a security sensitive area, in compliance with relevant regulatory requirements and national operating standards.

It includes: managing persons; inspecting articles; and managing access control systems in a security sensitive area operating environment.

This unit addresses technical skill requirements (physical, mental and task-management abilities) related to security duties of screening officers, and contributes to safe and effective performance in complex transport security operational environments.

Operations are conducted as part of recreational and commercial activities across a variety of operational contexts within the Australian aviation industry and maritime environment.

Screening is performed independently or under limited supervision until accredited as a screener then as a single operator or within a team environment.

Licensing, legislative, regulatory or certification requirements are applicable to this unit.

Pre-requisite Unit

Not applicable.

Competency Field

O – Security

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

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|---|--|
| 1 Manage persons to enter a security sensitive area | <ul style="list-style-type: none">1.1 Appropriate personal protective equipment is selected and used in accordance with workplace procedures1.2 Identification details of persons entering security sensitive areas are verified in accordance with legislative requirements and workplace procedures1.3 Entry validations are issued and collected in accordance with workplace procedures1.4 Incidents that infringe or breach workplace procedures are acted on, reported and recorded in accordance with legislative requirements and workplace procedures1.5 Persons are received in a professional and courteous manner and processed in accordance with workplace procedures1.6 Relevant documentation is maintained in accordance with the organisation's transport security program1.7 Persons whose identification details cannot be verified are processed in accordance with legislative requirements and workplace procedures |
| 2 Inspect articles to enter a security sensitive area | <ul style="list-style-type: none">2.1 Requests to inspect baggage are made in accordance with legislative requirements and workplace procedures2.2 Inspections are carried out in accordance with legislative requirements and workplace procedures2.3 Prohibited items or weapons found during inspections are dealt with in accordance with legislative requirements and workplace procedures2.4 Notification of the detection of prohibited items or weapons found during inspection is carried out in accordance with legislative requirements and workplace procedures2.5 Persons refusing inspection requests are reported and processed in accordance with legislative requirements and workplace procedures |
| 3 Manage access control systems in a security | <ul style="list-style-type: none">3.1 Keys and access control devices for security sensitive areas are controlled, recorded, monitored and reconciled |

sensitive area

in accordance with workplace procedures

- 3.2** Barriers are operated and controlled in accordance with workplace procedures
- 3.3** Control systems to secure security sensitive areas are operated in accordance with manufacturer instructions and workplace procedures
- 3.4** Keypad and alarm entry systems for security sensitive areas are activated and deactivated in accordance with workplace procedures
- 3.5** Relevant documentation is maintained in accordance with workplace procedures

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Unit Mapping Information

This unit replaces and is equivalent to AVIO2006 Control access to and exit from an airside security zone or landside security zone at an airport.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=4725260a-0af3-4daf-912b-ef1c2f3e5816>

Assessment Requirements for AVIO0007 Control access to and exit from a security sensitive area

Modification History

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions on at least one occasion and include:

- applying customer service standards
- communicating effectively with others
- completing relevant documentation
- conducting an inspection of articles carried
- identifying and correctly using relevant equipment
- identifying and verifying ID cards of persons wishing to enter a security zone within a security sensitive area
- identifying irregularities in security-related documentation and identification checks, and taking appropriate action
- identifying, selecting and following the organisation's transport security program
- identifying, selecting, using and routinely checking relevant equipment and systems, and recording required information
- implementing contingency procedures in a security issue or a breach of the legislation
- managing incoming and outgoing persons in accordance with workplace procedures
- modifying activities depending on workplace contingencies, risk situations and environments
- monitoring and anticipating security issues and risks that may arise from controlling access to and exit from security sensitive areas at an airport and taking appropriate action
- observing and monitoring the behaviour of persons in and around security controlled areas in a transport security environment
- reading, interpreting and following relevant regulations, instructions, procedures, information and signs
- reporting and/or rectifying problems, faults or malfunctions promptly, in accordance with workplace procedures
- selecting and using appropriate communications and computing equipment
- taking correct action during an infringement or breach of workplace procedures
- taking appropriate initiative concerning security issues and breaches, within limits of own role and responsibility
- using security systems and barriers correctly, to maintain security of transport security sensitive areas

- using documentation correctly, in accordance with workplace procedures
- working collaboratively and liaising with others on matters relevant to the control of access to and exit from security sensitive areas security sensitive areas.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:

- alarm systems and locations for security sensitive areas security sensitive areas
- communication codes for security sensitive areas security sensitive areas
- procedures and protocols for operating communications and computing equipment in security sensitive areas
- appropriate actions to resolve and/or avoid issues when controlling access to and exit from security sensitive areas
- features, operating principles and processes for security systems used in an airside security zone or landside security zone at an airport
- features, operating principles and processes for security systems used in a landside security zone at a port
- information contained on personal ID cards
- organisation's transport security program and associated security policies and procedures
- relevant legislative requirements
- entry validation including:
 - temporary pass
 - voucher for access or parking
- process for verifying and reporting on ID checks including:
 - aviation security identification cards (ASIC)
 - maritime security identification cards (MSIC)
 - visitor identification cards (VIC)
 - temporary aircrew cards (TAC)
- identification must include:
 - aviation security identification card (ASIC)
 - maritime security identification card (MSIC)
 - identification (ID) card
 - industry specific card
 - visitor identification card (VIC)
 - temporary aircrew card (TAC)
- processes and procedures for controlling access to security sensitive areas as detailed in the organisation's transport security program
- reporting requirements for security issues and breaches of transport security
- risk factors and risk management strategies that may exist when controlling access to and exit from security sensitive areas

- sections of the Act, the regulations and any notices made under the Act and the regulations, relevant to controlling access to and exit from security sensitive areas
- site layout and workplace procedures for relevant security zones
- typical issues that may occur when controlling access to and exit from security sensitive areas
- workplace procedures and policies.

Assessment Conditions

As a minimum, assessors must satisfy applicable regulatory requirements, which include requirements in the Standards for Registered Training Organisations current at the time of assessment.

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Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools and communications equipment currently used in industry.
- personal protective equipment including:
 - earmuffs
 - headwear
 - safety vest
 - sun protection
- barriers include:
 - airlock systems
 - computerised entry systems
 - keypads and card entry systems
 - remotely operated doors
 - security turnstiles
 - shutters and gates
 - tensa barriers within a terminal building
 - traffic barriers.

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